



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director – Bill Pease • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Wednesday December 19, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Steele

Pledge of Allegiance – Led by President Steele

Roll Call – All Present

Oath of Office of Board Member's, **Bill Pease, Mark Simon, and Ray Tetreault**

General Manager Howard – Administered the Oath of Office of Board Member's **Bill Pease, Mark Simon, and Ray Tetreault**

Satinder malhi from Senator DeSauliner's Office – Congratulated the newly elected Board Members

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

There was one Public Comment Speaker

C. PRESENTATIONS

1. Recognition of the Orin Allen Youth Rehabilitation Facility – For their Efforts Associated with the Clipper Drive Landscape Enhancement Project

General Manager Howard – Provided details of item C-1

Parks and Landscape Manager Perez – Described the project and described the support and participation of the Byron Boys Ranch associated with the project.

President Steele - Presented awards and certificates to the Orin Allen Youth Rehabilitation Facility representatives on behalf of the Town of Discovery Bay

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Steele – Provided the report and details of the Byron Union School District meeting dated December 6, 2012

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT Minutes of previous special meeting dated November 29, 2012

2. DRAFT Minutes of previous special meeting dated December 4, 2012

3. DRAFT Minutes of previous special meeting dated December 5, 2012

4. DRAFT Minutes of previous regular meeting dated December 5, 2012

5. Approve Register of District Invoices

6. Adopt Resolution No. 2012-30 Assigning Check Signing Signature Authority

7. Annual "State of the Town" Chamber of Commerce Event for 2013

Motion by: Director Simon to approve the Consent Calendar

Director Pease – Pulled item E-7

Motion amended by: Vice-President Graves to approve the Consent Calendar except for item E-7

Second by: Vice-President Graves

Vote: Motion Carried: AYES: 5, NOES: 0

There was discussion within the Board regarding item E-7

Motion by: Vice-President Graves to approve item E-7 which would include the cost for the Board, no spouse, and no stipend to attend

Second by: Director Simon

Vote: Motion Carried: AYES: 5, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Board Member Compensation

General Manager Howard – Provided details of item F-1

There was discussion within the Board

Motion by: Vice-President Graves to make a one-time increase to the stipend to compensate for the previous ten years and then move to the future without an automatic mechanism – and also propose an increase in stipend to \$125.00 per meeting, to be limited to six meetings per month

Motion by: Director Pease to increase the stipend to \$115.00 with no automatic increase

Motion withdrawn by: Vice-President Graves

Second by: Vice-President Graves

Vote: Motion Carried: AYES: 3 – President Steele, Vice-President Graves, Director Pease, NOES: 2 – Director Simon, Director Tetreault

2. Proposed Contra Costa County Land Use Home Occupation Permit Process Modification

General Manager Howard – Provided details of item F-2

There was discussion between the General Manager, Legal Counsel, and the Board

Motion by: Vice-President Graves to direct Staff to put together a letter stating the concerns addressed (safety, hazardous material, and traffic,) executed by President Steele and sent to the County

Second by: Director Simon

Vote: Motion Carried: AYES: 5, NOES: 0

3. Agency Comment Request – Home Occupation Use Permit Application – Robert Mankin (LP12-2121)

General Manager Howard – Provided details of Item F-3

Motion by: Vice-President Graves to direct Staff to send a letter to the County stating no comment

There was discussion between the General Manager and the Board

Motion withdrawn by: Vice-President Graves

Motion by: President Steele to direct Staff to put together a letter stating the concerns with no hazardous material and traffic and send to the County

Second by: Director Pease

Vote: Motion Carried: AYES: 5, NOES: 0

4. Agency Comment Request – Home Occupation Use Permit Application – Jenny Slack (LP12-2139)

General Manager Howard – Provided details of item F-4

Motion by: Director Pease to direct Staff to put together a letter stating the concerns with no hazardous material, traffic, and no laundering and send to the County

Second by: Director Tetreault

Vote: Motion Carried: AYES: 5, NOES: 0

5. Well 1B Source Capacity Upgrade

General Manager Howard – Provided details of item F-5

There was discussion between the General Manager, the Veolia Project Manager, and the Board

There was one Public Comment Speaker

Motion by: Director Tetreault to approve \$32,675.00 for this Project

Second by: Director Pease

Vote: Motion Carried: AYES: 5, NOES: 0

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details of the October and November Monthly Operations Report. There was discussion between the Project Manager, the General Manager, and the Board. The General Manager and the Board complimented Project Manager Berney Sadler for his promotion.

President Steele – Stated that there will be a five minutes recess

H. MANAGER'S REPORTS

1. Update on Commercial Water User Accounts

General Manager Howard – Provided details of item H-1

There was discussion between the General Manager, the Board, and the Finance Manager

I. GENERAL MANAGER'S REPORT

1. Scheduling of Board Workshop – Discussion and Possible Action

General Manager Howard – Provided details of item I-1

There was discussion between the General Manager and the Board. The General Manager and the Board have tentatively scheduled the Board Workshop for February 23, 2013

2. Community Center Update – Discussion and Possible Action

General Manager Howard – Provided details of item I-2

There was discussion between the General Manager and the Board

General Manager Howard – Wanted to wish everyone Happy Holidays and informed every one of the office Closure – December 24, 2012 and December 25, 2012 along with December 31, 2012 and January 1, 2013.

J. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – Wished everyone Happy Holidays

K. COMMITTEE UPDATES

None

L. CORRESPONDENCE-Discussion and Possible Action

1. R – East Contra Costa Fire Protection District meeting minutes dated October 1, 2012

2. R – Contra Costa Local Agency Formation Commission letter regarding the completion of sewer service for the Farnholz Property

M. PUBLIC RECORD REQUESTS RECEIVED

1. Request from William Richardson – Unidentified Addenda – Request date December 4, 2012

N. FUTURE AGENDA ITEMS

None

O. ADJOURNMENT

The meeting adjourned at 8:34 p.m. to the next Regular meeting of January 2, 2013 starting at 7:00 p.m.

//cmc – 12.20.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>